

**SOCIAL WORKERS SECTION
EXAMINING BOARD OF MARRIAGE AND FAMILY THERAPISTS,
PROFESSIONAL COUNSELORS AND SOCIAL WORKERS
MINUTES
SEPTEMBER 25, 2003**

PRESENT: Crystal Berg, Jennifer Borup, George Kamps, and Douglas Knight

EXCUSED: None

STAFF PRESENT: Patricia Hoeft, Division Administrator of Board Services;
John Schweitzer, Legal Counsel; Gina York, Minute Taker;
Division of Enforcement and other Staff

GUESTS: Joanne Barndt, UW-Milw/WCSWE; Leona Lewis, Upper Iowa University; Judy Martin, UW-Green Bay; William Greer, Mental Health Center of Dane County; Lynn Brady, Mental Health Center of Dane County; Mary Ann Test, UW School of Social Work & Assertive Community Treatment Programs; Mona Wasow, UW School of Social Work and NAMI

CALL TO ORDER

George Kamps called the meeting to order at 9:16 a.m. A quorum of four members was present.

AGENDA

Addendum to the Agenda:

- Under Heading, Application Review: Add Appearances by Lori Hanson and Sarah Krause
- Under Other Business: Add Discussion of DARS Report Regarding Supervision
- Item B: Remove this Item (Reviewed and Discussed at Joint Board day prior)

MOTION: Jennifer Borup moved, seconded by Doug, to approve the agenda as amended. Motion carried unanimously.

MINUTES OF AUGUST 20, 2003

Amendments to the Minutes:

- Page 2, last paragraph: Add “for a change in licensure education requirements”.
- Page 4, Under Grandfathering for Reinstatement of Credential Holders – Delete “to request those” and insert “that applicants who are” and after the word “years” insert “after the credential has lapsed” then delete “holds” and insert “held”.
- Page 4, Under Distance Education Courses – Delete the last sentence.

MOTION: Douglas Knight moved, seconded by Jennifer Borup, to approve the minutes as amended. Motion carried unanimously.

ADMINISTRATIVE REPORT

Patricia Hoeft, Division Administrator of Health Services, reported to the Section that the Department will be holding a new board member workshop on October 14, 2003.

Mary Schlaefter, Deputy Secretary, discussed with the Section the issue promoting an audit of the fee schedule and asked the Section to show its support by sending a letter to the Legislative Audit Committee to make this a priority. The Section requested to hold off on making a motion as the fee study completed earlier this year and brought forth some concerns or how the increases were arrived at and whether they were equitable.

PRESENTATION OF PROPOSED STIPULATIONS SIGNED AFTER MAILING OF THE AGENDA

There were no stipulations to be presented before the Section.

SUMMARY REPORTS ON PENDING COURT CASES, DISCIPLINARY CASES AND ADMINISTRATIVE RULES AND PRESS RELEASES

This topic was removed from today's agenda. John Schweitzer, Legal Counsel discussed this report in detail at the MFTPCSW Joint Board the day prior (9-24-03). No discussion needed.

REPORT ON AODA TASKFORCE GEORGE KAMPS

George Kamps provided a report to the Section regarding the AODA Taskforce meeting. After much discussion, the Section clarified issues and information to be addressed at the next meeting. The AODA Taskforce is scheduled to meet on October 17, 2003. Mr. Kamps will keep the Section informed of the progress at the next Section meeting.

DISCUSSION SW AND MFT RULE CHANGES REGARDING TEMPORARY CREDENTIALS

The Section discussed with John Schweitzer, Legal Counsel, that no change is necessary to the Social Work language. Temporary credentials will not be taken away after failing of the exam and it may not be renewed.

FYI: STATUS OF RULES AND STATUTES

John Schweitzer, Legal Counsel provided a copy of the draft Bill LRB-2457/2 for the Section to review and discussion at today's meeting. Currently we need to find a sponsor for this legislation. If you know of someone who is interested in doing so, please contact Christopher Klein, Executive Assistant, in the Department of Regulation and Licensing. He is the individual who will be identifying the sponsor for this bill.

MOTION: Jennifer Borup moved, seconded by Douglas Knight, that the Section has received and reviewed the draft of Bill LRB 2457/2 educational qualifications for clinical social workers. Motion carried unanimously.

DISCUSSION AND INFORMATION REGARDING CERTIFICATION BOARD (SECTION REQUEST)

John Schweitzer, Legal Counsel provided information to the Section of the ratio and types of offense regarding the Certification Board. This was informational. No action was required.

DISCUSSION AND CORRESPONDENCE FROM HAWAII REGARDING RECIPROCITY AGREEMENT

The Section reviewed and discussed the correspondence received from Hawaii regarding a reciprocity agreement. The Section request John Schweitzer, Legal Counsel to respond on their behalf to decline to sign a reciprocity agreement.

REQUEST FOR A CORRECTION/CLARIFICATION TO THE JULY MINUTES

The Section requested to correct the use of a term in the July 24, 2003 minutes. In the section, "Discussion of Distance Education Courses for Training Certificates" remove the term "internet format" and replace it with "distance education".

CORRESPONDENCE QUESTION REGARDING ENGLISH AS A SECOND LANGUAGE ARRANGEMENT FOR THE ASWB EXAM

The Section review the correspondence and discussed with Barbara Showers, Office of Education and Examination, the issue of English as a second language and whether certain populations of immigrants are not getting services. The Section requested Barbara Showers to provide information on what other states are doing, are there any additional restrictions and data regarding this issue for the October Section meeting.

**APPROVAL OF UW GREEN BAY AND UW OSHKOSH
COLLABORATIVE MSW COURSE CONTENT
APPROPRIATE FOR LCSW
JUDY MARTIN**

Judy Martin, UW-Green Bay presented to the Section copies of syllabi for courses to be on file with the Department of Regulation and Licensing, Office of Education and Exams. The syllabi was reviewed by the Section at today's meeting.

MOTION: Jennifer Borup moved and seconded by Douglas Knight, that the Board formally approves the clinical focus concentration from the UW-Green Bay and UW-Oshkosh collaborative MSW Program. To approve, the course work must be approved for Soc Work 702, 721, and 703 and the following course Soc Work 795 which may be Alcohol and Drug Abuse or Mental Health. Approval is contingent upon substantial changes to either course or course content being approved by the Section. Motion carried unanimously.

**TRAINING CERTIFICATE COURSES FROM WESTERN
WISCONSIN TECHNICAL COLLEGE (WWTC)**

Informational. No action required. The Section will postpone further discussion Jennifer Borup will provide additional information from Minnesota at the next meeting.

**DISCUSSION OF DISTANCE EDUCATION COURSES FOR
TRAINING CERTIFICATES**

Upper Iowa will present course work for approval before the Section at the October meeting.

**HEARING REGARDING APPLICATION REVIEW OF
ELENA GOLDEN**

The Section held a hearing for Elena Golden at 10:34 a.m. regarding the denial of her application. The hearing was concluded and the Section will deliberate in closed session.

**APPEARANCE REGARDING APPLICATION FOR
LORI HANSON**

An appearance by Lori Hanson before the Section occurred at 11:34 a.m. today and will be deliberated upon in closed session.

APPEARANCE REGARDING APPLICATION FOR SARAH KRAUSE

An appearance by Sarah Krause before the Section occurred at 11:18 a.m. today and will be deliberated upon in closed session.

DISCUSSION REGARDING SWTC COURSES BY TECHNICAL COLLEGES ARE THEY FOUR CREDIT CAMPUS'S

Noted. This topic has been completed.

DISCUSSION REGARDING SEEKING A CHANGE TO THE ADMINISTRATIVE CODE TO REMOVE CAPSTONE FORM OTHER HUMAN SERVICE DEGREES

Noted. This topic has been completed.

AD-HOC COMMITTEE REPORT(S) GEORGE KAMPS

George Kamps informed the Section that the Recordkeeping Ad-Hoc Committee has completed its goals and will not require additional meetings.

Mr. Kamps shared with the Section that the Clinical Ad-Hoc Committee held a teleconference on September 22, 2003. There will be two more teleconferences to complete the goals of the Committee. The October 6, 2003 teleconference topic will be "Development of a Checklist for Supervisors in the Clinical Setting". The October 20, 2003 teleconference will be "Employment in the Clinical Field Setting". There was further discussion regarding who should be included in the next two teleconferences. Mr. Kamps will contact other individuals identified at today meeting. Mr. Kamps will provide Gina York with a definite number of lines needed for first teleconference (10/06/03), the September 22, 2003 minutes, and the approval of the agenda to go to posting by October 1, 2003.

SCREENING PANEL REPORT

Crystal Berg reported the Screening Panel screened five cases, one was opened and four were not opened.

CORRESPONDENCE FROM KAREN JICK REGARDING LANGUAGE FOR A RULE PERTAINING TO ADEQUATE RECORD KEEPING

The Section reviewed the correspondence from Karen Jick regarding language for a rule relating to adequate record keeping. John Schweitzer, Legal Counsel, will respond on behalf of the Section. Mr. Schweitzer will inform her that the Section will be working on this issue in the near future regarding non-clinical record keeping.

At this time, the language is scheduled to be approved at the next MFTPCSW Joint Board meeting.

REVIEW OF INQUIRIES RECEIVED BY LEGAL COUNSEL

Informational. John Schweitzer, Legal Counsel will respond to any inquiries on behalf of the Section as appropriate.

SPEAKING ENGAGEMENT REQUESTS

The Section has one more engagement request for Jennifer Borup.

MOTION: Crystal Berg moved and seconded by Douglas Knight, to approve Jennifer Borup to take care of Section business at the Western Regional Director's Meeting and WCSWE. Motion carried unanimously.

INFORMATIONAL ITEMS

CORRECTION TO ASWB MODEL SOCIAL WORK PRACTICE ACT

Noted.

VISITOR COMMENTS

Noted.

ADJOURN TO CLOSED SESSION

MOTION: Crystal Berg moved, seconded by Jennifer Borup, to adjourn to closed session pursuant to Wisconsin Statutes 29.85(1)(a)(b)(f) and (g), to review applications, deliberate on proposed stipulations, deliberate on administrative warnings; deliberate on hearings or appearances for denial of applications; review monitoring cases; review DOE cases, and consult with legal counsel. Roll Call Vote: Crystal Berg-yes; Jennifer Borup-yes; George Kamps-yes, Douglas Knight-yes. Motion carried unanimously.

Open Session recessed at 2:30 p.m.

RECONVENE INTO OPEN SESSION

MOTION: Jennifer Borup moved, seconded by Douglas Knight, to reconvene into Open Session. Motion carried unanimously.

Open Session reconvened at 4:04 p.m.

VOTING ON ITEMS CONSIDERED OR DELIBERATED ON IN CLOSED SESSION

ADDITIONAL INFORMATION REGARDING SECOND DUI FOR K.D.

MOTION: Jennifer Borup moved, seconded by Douglas Knight, to approve K.D. to sit for the social work exam and that legal counsel send a letter requesting her to provide CIB reports to the Section at six months and twelve months. Motion carried unanimously.

HEARING AND APPLICATION REVIEW ELENA GOLDEN

MOTION: Jennifer Borup moved, seconded by Douglas Knight, to approve Elena Golden to sit for the LCSW exam. Motion carried unanimously.

APPEARANCE AND APPLICATION REVIEW SARAH KRAUSE

MOTION: Jennifer Borup moved, seconded by Douglas Knight, to allow

Sarah Krause to continue with her application process. Motion carried unanimously.

APPEARANCE AND APPLICATION REVIEW LORI ANN HANSON

MOTION: Jennifer Borup moved, seconded by Douglas Knight, to allow Lori Hanson to continue with her application process. Motion carried unanimously.

APPLICATION REVIEW FOR KIMBERLY LEWIS

MOTION: Jennifer Borup moved, seconded by Douglas Knight, to deny the application of Kimberly Lewis for lack of academic course work, based on an insufficient clinical degree. Motion carried unanimously.

APPLICATION REVIEW

Applications were reviewed by the Section at a separate meeting on September 24, 2003 with Jan Neitzel.

MOTION: Crystal Berg moved, seconded by Jennifer Borup, to approve the applications approved, deny the applications denied, and to request further information on applications where needed. Motion carried unanimously.

CLINICAL LEVEL REVIEW

ARNETT, KIMBERLY-exam-more information
BARBER, REBECCA-exam-approved
BRABANT, DAWN-exam-more info
DELWICHE, JONI-exam-to be reviewed 10-23-03
LEWIS, KIMBERLY-exam-final denial
O'BRIEN-SILLMAN, KIMBERLY-exam-approved
RICHGELS, CINDY-exam-approved
SPOFFOED, LIZA-exam-denied
WEXLER, BRIAN-exam-denied
WREN, AMELIA-licensure-denied
YACKOVICH, NICK-exam-personal appearance

SWTC

BADER, CRYSTAL-experience-approved
BRUHN, GEORGETTE-experience-denied
FALCH, BONNIE-experience-approved

KAMRATH, TINA-experience-denied
KLEIN, LOU ANN-experience-denied
METZ, ANGELA-experience-approved
MORGAN, JANINE-experience-approve
SKARLUPKA REETZ, JENNIFER-experience-approved

CLINICAL FOCUS REVIEW

MAYER, TRACY-approved
BUNKER, DORIT-approved

DIVISION OF ENFORCEMENT - CASE STATUS REPORT

MOTION: Crystal Berg moved, seconded by Jennifer Borup, to issue an administrative warning to Sharon Barger (**00 SOC 049**) Motion carried unanimously.

MOTION: Crystal Berg moved, seconded by Douglas Knight, to close case **03 SOC 003** for prosecutorial discretion (PD). Motion carried unanimously.

MOTION: Crystal Berg moved, seconded by Jennifer Borup, to close case **03 SOC 012** for no violation. Motion carried unanimously.

MOTION: Crystal Berg moved, seconded by Douglas Knight, to close case **03 SOC 020** for no violation. Motion carried unanimously.

Special Note: No action was taken on Case **03 SOC 011**, DOE is requesting additional information.

OTHER SECTION BUSINESS

DISCUSSION OF DARS REPORT REGARDING SUPERVISION

Informational.

DOE SIGNATURE COLLECTION

John Schweitzer, Legal Counsel and Jack Zwieg, DOE collected signatures for all required documents.

ADJOURNMENT

MOTION: Douglas Knight moved, seconded by Jennifer Borup, to adjourn the meeting. Motion carried unanimously.

Meeting adjourned at 4:30 p.m.